

PREP/CCD: IN-PERSON INSTRUCTION
GUIDANCE AND PROCEDURES

A. Parish Religious Education Programs (PREP/CCD)

1. The planning and Preparation for the safety of the catechetical staff, students and other volunteers is paramount.
2. During the COVID19 pandemic, if parents/guardians choose not to enroll their child in the in-person religious education program due to concerns about possible exposure to the virus, a home based catechetical plan will be provided. The home-based program will align with the in-person program so that a child can seamlessly return at any time.
3. The Safe Environment policies and guidelines from the Office for Child and Youth Protection (OCYP) are followed in regards to staff and Volunteers.
4. St. Jerome PREP's safety plan follows the Center for Disease Control (CDC), state, local and Archdiocesan guidelines regarding COVID 19.
5. PREP/CCD does not share space with the Catholic elementary school.
6. This plan has been approved by the pastor before distribution to our families.
7. The catechetical staff has been informed on the policies and procedures of the safety plan.
8. Parents/guardians are asked to provide pencils, scissors, glue stick, crayons/colored pencils in a pencil case and a bag to supplies and book back and further to class.
9. Each student needs to carry individual hand sanitizer.

B. PREP/CCD Families

1. During the COVID19 pandemic, parents/guardians have agreed in writing that they will abide by the PREP/CCD safety plan for in-person instruction.
2. Parents/guardians will monitor their child's health by taking his/her temperature prior to PREP/CCD.
3. A Student may not attend PREP/CCD if he/she is:
 - + Running a temperature over 100 degrees.
 - + Experiencing symptoms of chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhea.
4. If a student tests positive for COVID19 and has attended a PREP session within a 14-day period of time, the parent/guardian must inform the D/CRE.
5. The D/CRE will communicate to the parents/guardians of students enrolled in the program of the possible exposure of their child to COVID19.

C. Cohorting

1. The CDC recommends this approach when a number of children gather for a period of time. The group is self-contained and travels together.
2. Catechists will create assigned seating charts.
3. During the COVID19 pandemic, all efforts will be made to keep the cohort in a class setting with minimal movement outside this setting.
4. If group movement from the classroom or meeting space is necessary during the session, the cohort will stay intact and follow the guidelines for social distancing, etc.

D. Social/Physical Distancing

1. Social distancing is to be practiced in the classroom, hallways, or other common areas where children are gathered.
2. The recommendation of the PA Department of Education is a distance of 6 feet between students if feasible.

E. Wearing of Masks or Shields

1. The wearing of masks is mandatory for students and staff at all times.
2. All catechetical staff are required to wear face masks throughout the session.

F. Cleaning, Disinfecting and Sanitizing

1. Because PREP/CCD does not share a space with any other group, we may follow regular cleaning procedures.
2. The only shared space will be the staircase entering and exiting the building. This area will be cleaned before and after PREP session.
3. Sanitizer is available at the entrance of the building.

G. Classroom set up

1. We have referred the City of Philadelphia for guidelines on social distancing for desks.
2. Desks will face one direction.
3. Windows will be opened during the session for ventilation.

H. Arrival & Dismissal (Limiting access to the building)

1. Students will exit parent's vehicle and enter the building at the end of the school yard.
2. Students' hands should be sanitized upon arrival to the building for instruction.
3. During dismissal, parents will line up in their vehicles in the school yard. Children will be dismissed to their parents' vehicles after all vehicles are not moving.
4. Cars will be permitted to leave the school yard when all children are safely in their cars.

I. During the PREP/CCD Session

1. There will be no sharing of materials, pens, pencils, etc.
2. Bathroom use will be for emergencies only to avoid cohorts from crossing paths.
3. Parents/guardians and other unauthorized persons will not enter the building.
4. Water fountains will be unavailable. Students can bring water bottles.

J. Catechetical Staff

1. Catechist will be informed and must agree to comply with the policies and protocols of the safety plan and sign a waiver of liability.
2. Catechist will not attend a session if they have any of the symptoms previously mentioned.